

City of Tigard

Tigard City Council Meeting Minutes

March 11, 2014

STUDY SESSION – 6:30 PM

Council Present: Mayor Cook, Council President Henderson, Councilor Woodard and Councilor Snider. Councilor Buehner was absent.

Staff Present: City Manager Wine, Assistant City Manager Newton, Deputy City Recorder Krager, Confidential Executive Assistant Lutz,

At 6:30 pm Mayor Cook called the Study Session to order.

ADMINISTRATIVE ITEMS:

- Council Groundrules – Mayor Cook mentioned that he was at a Washington County Mayor's meeting where half of those in attendance indicated that they have council groundrules and several asked to see a copy. He noted that the groundrules say councilors will sign a certificate annually stating that they read and understand the groundrules, pledge to conduct themselves by them and understand that they may be officially censured by council if conduct falls below these standards. City Manager Wine said a copy of Resolution 13-04, which amended council groundrules was attached to the study session agenda. Certificates were also distributed to council. Councilor Buehner was absent so a copy of these materials will be provided in her council mailbag on Thursday.
- The Council Calendar was included for review. Mayor Cook said the next Town Hall needs to be scheduled. City Manager Wine mentioned the months in 2014 that have five Tuesdays. Mayor Cook said he recalled that council preferred not to hold Town Halls on Tuesdays. Councilor Snider asked that Mayor Cook consult with them prior to setting a date. Mayor asked for topic suggestions.

1. REVIEW OF 2014 COMMUNITY EVENT FUNDING REQUESTS – Confidential
Executive Assistant Lutz led a discussion on the annual awarding of community event funding. The city awards one-half of one percent of the operating budget to social services and community events. Typically, social services organizations are awarded 65 percent and community events 35 percent. She said Councilor Snider and two citizen members met to hear social services presentations and made their recommendations, which will be going into the proposed budget. There is \$92,600 to be granted to community events. She referenced the resolutions that cover awarding funds to Broadway Rose, Tigard Festival of the Balloons and the Tigard 4th of July events, although the dollar amount is not set. City Manager Wine gave an explanation of what is considered in-kind support. Councilor Woodard asked if consideration should be given to start-up or newer events and decrease the amount given to established events.

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Council awarded the following amounts of direct and in-kind support.

Agency	
Broadway Rose	\$8,000
Festival of the Balloons	\$20,000 direct and \$65,000 in-kind
Tigard 4 th of July	\$16,000 direct and \$1,600 in-kind
Compassion Tigard	\$10,000
City of Tigard Dog Park	\$400
Downtown Tigard Events	\$6,700
Mask & Mirror	\$6,000
Southside Soccer	\$2,000 indirect
Tigard Area Farmers Market	\$8,500
Tigard Bull Mt. Farmers Mkt.	\$4,000
Tigard High Graduation Party	\$2,000
Tigard Historical Association	\$1,500
Tigard Safety Town	\$4,000
Tualatin Riverkeepers	\$2,500 direct and \$1,000 in-kind
Tualatin Valley Comm. Band	\$2,000
Washington Co. Bicycle Trans.	\$1,000 direct and \$200 indirect
Undesignated set-aside	\$60

Total: Direct	\$92,660
In-kind	\$69,880

Council President Henderson suggested that all event organizations provide the city with a report on what they do with the dollars granted.

There was concern raised about using event funds for a Southside Soccer fundraiser. Manager Wine said regarding Tigard Little League and Southside Soccer there is a policy question that will come before council on the level of subsidy and what the field use agreement looks like.

- EXECUTIVE SESSION: None scheduled

The Study Session ended at 7:00 pm.

2. BUSINESS MEETING - MARCH 11, 2014 7:00 PM

- At 7:02 pm Mayor Cook called the Tigard City Council Business Meeting to order.
- Deputy City Recorder Krager called the roll.

	Present	Absent
Mayor Cook	✓	
Councilor Buehner		✓
Council President Henderson	✓	
Councilor Snider	✓	
Councilor Woodard	✓	

- C. Pledge of Allegiance – Mayor Cook asked those attending to join him in the Pledge of Allegiance.
- D. Council Communications & Liaison Reports – None
- E. Call to Council and Staff for Non-Agenda Items – None

3. CITIZEN COMMUNICATION

- A. Follow-up to Previous Citizen Communication – City Manager Wine said she had none.
- B. Tigard High School Student Envoy – Associated Student Body President EJ Albaugh gave a report on recent activities at Tigard High School. A copy of his report has been added to the packet for this meeting. Wrestling and swim teams went to State. The girls basketball team is in the semi-finals on March 12 at the MODA Center. The Senior Citizens prom was moved due to the recent snow storm and received double last year's attendance. The students are starting a new local drive for a group called Night Strike, which provides basic supplies for homeless people.
- C. ~~Tigard Chamber of Commerce~~ – Moved to the March 25, 2014 business meeting
- D. Citizen Communication – Sign Up Sheet – No one signed up to speak

4. CONSENT AGENDA: Mayor Cook asked if there were any items council wanted taken off of the consent agenda for separate consideration. There were none.

- A. Approve City Council Meeting Minutes for:
 - 1. November 12, 2013
 - 2. December 10, 2013
 - 3. January 14, 2014
- B. Receive and File:
 - 1. Council Calendar
 - 2. Council Tentative Agenda for Future Meeting Topics

C. CONSIDER WAIVING SIGN PERMIT FEES FOR TIGARD YOUTH FOOTBALL

RESOLUTION No. 14-12 – A RESOLUTION WAIVING \$392 IN TEMPORARY SIGN PERMIT FEES FOR TIGARD YOUTH FOOTBALL

Councilor Woodard moved to approve the consent agenda and Councilor Snider seconded the motion. All voted in favor.

	Yes	No
Mayor Cook	✓	
Councilor Buehner		Absent
Council President Henderson	✓	
Councilor Snider	✓	
Councilor Woodard	✓	

5. CONSIDER AN ORDINANCE MODIFYING THE BOUNDARIES OF LOCAL IMPROVEMENT DISTRICT (LID) NO. 1

The staff report was given by City Engineer Stone. He said he was returning to council with an ordinance that modifies the boundaries of LID No. 1. He noted that recent discussion started in September of 2013 and a public hearing was held on October 8 and continued to November 2, 2014. At that time there was a motion made to withdraw three properties.

He noted that Attachment A, Exhibits 1 and 2 show the boundary changes to the LID, with the three tax lots removed. The cost of the improvements was also eliminated from the LID, which kept the assessments to the rest of the LID the same. He mentioned that were some scrivener's errors in the ordinance that he wanted to correct. In response to a question from Councilor Snider about whether the errors were of substance, he said they were not.

Councilor Woodard asked who would bear the development costs of the properties proposed to be removed from the LID. City Engineer Stone said it would be the property owners. In response to a scenario question from Councilor Woodard about whether new buyers of the two properties would be required to make improvements, Mr. Stone said they would be required to make improvements but not under the LID.

Councilor Woodard said he and Councilor Buehner mentioned concerns in earlier discussions on this topic of having unimproved segments in a developed area that might hurt potential development opportunities. He asked if there was a way to offer a beneficial arrangement to those wanting to get out of the LID so it could remain intact. City Engineer Stone said one benefit of being in a local improvement district is the ability to take advantage of economies of scale, whether it is buying asphalt, concrete or steel. More people paying for improvements pay less than if they do the improvements by themselves. Councilor Snider noted that another purpose of an LID is the funding mechanism. He said what is unusual about this LID is that it has not been constructed for years. That is not typical and creates hardships for others. When Mr. Specht was pressed about whether he preferred to make the improvements now or not, he said his choice was to allow others out of the LID rather than disband it entirely.

Councilor Woodard said he did not have any trouble letting Mr. Kearny out of the LID due to problems and miscommunication back in 2007. He commented that the situation of the Nadri property is akin to buying stocks from a stockbroker and demanding money back after the economy tanks. A risk was taken. He said he did not think the two properties have the same circumstances and that is why he voted no previously. He asked for a modification in the LID boundary lines to leave Mr. Nadri in and do something to make it beneficial for them to stay because they are going to gain. It is better to have them pay for some of the development themselves. He commented that this situation never should have gotten to this point. Mayor Cook agreed but said staff had to take the "least worst" solution that keeps the LID together but allows the people that are not happy and were wronged to be removed.

Councilor Snider moved for approval of Ordinance No. 14-05. Council President Henderson seconded his motion. Mayor Cook asked if council had further discussion. There being none, Deputy City Recorder Krager read aloud the ordinance by number and title:

ORDINANCE No. 14-05 AN ORDINANCE MODIFYING THE BOUNDARIES OF TIGARD TRIANGLE LID NO. 1 IMPROVEMENT DISTRICT; DECLARING RESULTS OF THE HEARING HELD WITH RESPECT TO LID NO. 1; ORDERING THE RECONSIDERATION OF THE CONTINUATION OF LID NO. 1, IF NO MEANINGFUL PROGRESS HAS TAKEN PLACE WITHIN A TWO-YEAR PERIOD OF THE ADOPTION OF THIS ORDINANCE

Councilor Snider amended his motion to approve with the scrivener's errors fixed. Council President Henderson seconded the amended motion.

Mayor Cook asked Deputy Recorder Krager to do a roll call vote.

	Yes	No
Mayor Cook	✓	
Councilor Buehner	Absent	
Council President Henderson	✓	
Councilor Snider	✓	
Councilor Woodard		✓

Mayor Cook announced that Ordinance No. 14-05 passed 3-1.

6. APPOINT CITY CENTER ADVISORY COMMISSION MEMBERS - RESOLUTION

Assistant Community Development Director McGuire presented the staff report on behalf of Redevelopment Manager Farrelly. The CCAC is appointing four members, three voting members, one of which is a reappointment and one non-voting alternate.

RESOLUTION NO. 14-13 - A RESOLUTION APPOINTING LINLI PAO, HENRY MARCH AND RICHARD SHAVEY AS VOTING MEMBERS OF THE CITY CENTER ADVISORY COMMISSION, AND LYNN SCROGGIN AS A NON-VOTING ALTERNATE MEMBER

Approval of Resolution No. 14-13 was moved by Council President Henderson and the motion was seconded by Councilor Woodard.

	Yes	No
Mayor Cook	✓	
Councilor Buehner		Absent
Council President Henderson	✓	
Councilor Snider	✓	
Councilor Woodard	✓	

Mayor Cook noted that Mr. Shavey and Mr. March were in attendance and he gave them City of Tigard pins. Council President Henderson thanked them and Mayor Cook echoed his appreciation of board and commission members.

7. APPROVE DISSOLUTION OF THE TREE BOARD

Assistant Community Development Director McGuire presented the staff report on this agenda item. He said the Tree Board has been inactive after successfully completing the charges previous city councils set before them. The few remaining tasks that arise occasionally can be addressed by the Parks and Recreation Board. They have agreed to do this. Mayor Cook asked about the Tree City requirement of having a tree board and he noted that the staff report clarifies that the PRAB will take on this duty so the requirement will be met. Council President Henderson asked that the current two Tree Board members and those from the past be thanked in some way for their service. City Manager Wine said Assistant Community Development McGuire has been in contact with the remaining board members, keeping them in the loop about these developments.

RESOLUTION NO. 14-14 - A RESOLUTION TO COMMEND THE MEMBERSHIP OF THE TIGARD TREE BOARD AND TO DISBAND THE BOARD

Approval of Resolution No. 14-14 was moved by Councilor Snider and the motion was seconded by Councilor Woodard. Motion passed unanimously.

	Yes	No
Mayor Cook	✓	
Councilor Buehner Absent		
Council President Henderson	✓	
Councilor Snider	✓	
Councilor Woodard	✓	

8. LOCAL CONTRACT REVIEW BOARD: AWARD INSURANCE AGENT OF RECORD CONTRACT

Assistant to the City Manager Mills presented the staff report on this item. There were three bids received for this service. Through the evaluation process, which included interviews with all three bidders, it was determined that Brown and Brown, formerly Beecher Carlson and our current agent, was the best fit for Tigard. Ms. Mills said they have an excellent track record in helping the city save money. State law requires that cities pay either through commissions or a fee for service. Staff recommends paying a fee for service.

Councilor Woodard moved that the Local Contract Review Board award the contract for the insurance agent of record and Councilor Snider seconded the motion. All voted in favor.

	Yes	No
Mayor Cook	✓	
Councilor Buehner Absent		
Council President Henderson	✓	
Councilor Snider	✓	
Councilor Woodard	✓	

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9. COUNCIL LIAISON REPORTS – There were none.

10. NON AGENDA ITEMS - There were none.

11. EXECUTIVE SESSION: None held

12. ADJOURNMENT

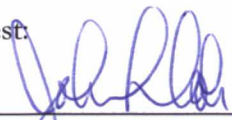
At 7:29 pm Council President Henderson moved for adjournment. The motion was seconded by Councilor Woodard and all voted in favor.

	Yes	No
Mayor Cook	✓	
Councilor Buehner	Absent	
Council President Henderson	✓	
Councilor Snider	✓	
Councilor Woodard	✓	



Carol A. Krager, Deputy City Recorder

Attest:



John L. Cook, Mayor

Date

5/13/2014
